IPC - Organ & Mgmt.

1 7 OCT 1969

25X1A   NOTE FOR: ███████████████

Bob:

I note that the final policy paper on Management of Information
Processing from the Executive Director-Comptroller, dated 13 October 1969,
is almost word for word the same as you had drafted for my presentation. I
think this is a major step forward and for the first time I believe we are now
bringing a clear sense of management to information processing and EDP
applications.

I think you have done a major service and I wish to commend you
for your sense of management vision, understanding and analysis of what has
always been a most vexing problem. For those of your staff who assisted
in this effort, please pass along my thanks and appreciation for a job
extremely well done.

███████████████████   25X1A

R. L. Bannerman

IPC - Organ. + Mgmt.

S E C R E T

8 October 1969

MEMORANDUM FOR: Chief, Information Processing Staff

SUBJECT   : Comments on "Straw List" of Areas of
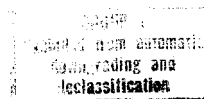   Concern to IP Board, dtd 1 Oct 1969

1. The list is a good start. As amended by our comments, I
believe it could provide a basis for discussing, in a meaningful way,
methods for improving our overall ADP performance in the Agency.
Suggestion: After one or two iterations on the list, each of the
IPC's (and you) could use it as an outline for putting our thoughts
down on paper (really our personal answers to these questions),
keeping them as brief and to-the-point as possible. Then we could
compare notes to see where we differ. Such an exercise could be
a) a good foundation for discussing issues and setting up a plan for
action; and b) the basis for sort of "status report" (unsolicited) to
Colonel White (again, brief and to-the-point -- we're doing well here,
poorly there, and this is what the IPC's hope to do about it).

2. Concerning the list itself:

a. I note the absence of "user" questions -- is the application
"customer" generally knowledgeable about ADP methods and alterna-
tives? Are the mechanisms for reviewing user proposals working
properly? Should the "user" assume some of the resource burden?

b. Regarding #14, a similar question should be raised at the
"local" manager level: Does the local manager have the appropriate
mechanisms (or is he properly using those available to him) for
doing an effective job with projects under his jurisdiction?

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S E C R E T

Comments - 'Straw List'
Page Two

    c. An addition: Are the responsibilities for ADP areas of 'common concern' properly defined? Can some functional areas, such as equipment, software, and contracter evaluation or some specific areas of expertise be assigned to one responsible ADP component?

    d. Another addition: Are our relationships with the outside ADP professional world satisfactory? How might they be improved? Are potential contracters and consultants being exploited properly?

/s/

25X1A

Acting Director of Computer Services

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